

MONTANA SHARED CATALOG
Executive Committee Meeting
Monday, September 8, 2008
Conference Call

MEMBERS PRESENT: Beth Chestnut, Kim Crowley, Joanne Erdall (incoming member Fall 2008)
Roberta Gebhardt, Dawn Kingstad, Claire Morton, Ann Rutherford,
Marilyn Trosper

MEMBERS ABSENT: None

MSC STAFF PRESENT: Ken Adams, Bob Cooper

The meeting convened and was called to order at 2:03 p.m. by Dawn Kingstad.

MINUTES: The revised minutes of the August 15, 2008 meeting were electronically sent to the Executive Committee. Claire Morton moved and Ann Rutherford seconded to approve the revised minutes. **Motion carried unanimously.**

MENTORING LIBRARIES: Recent e-mails on MSC Discuss prompted Marilyn Trosper to broach the subject of mentoring librarians/libraries when they join the MSC. Marilyn feels that perhaps representatives on the Executive Committee could help mentor in some way to ease the transition. The MSC administrative staff works very well and closely with new libraries when they join. However, from other perspectives there can still be lots of questions. For example, with the addition of Lincoln County Libraries, do they fall into the small or large public library category (Ken Adams confirmed they are small). Other discussion centered on gaps that occur with staff turnover, particularly with schools, as opposed to when new libraries join. Bob Cooper suggested that it would be helpful to develop a transition checklist chart to have available. Ken said he could develop a generic manual that individual libraries could customize to fit their needs. Claire Morton suggested that someone from the Executive Committee work with Ken and Jemma to draft something so that all perspectives are covered. Roberta Gebhardt volunteered.

To Do: *Ken, Jemma, and Roberta will draft a transition checklist document to bring back to the Executive Committee for review. The checklist will be used when new libraries join and when staff turnovers occur.*

FALL MEETING: Claire reported that the location of the Holiday Inn is confirmed for the meeting at a room cost of \$300. Lunch, the training workshop, and the other meetings (Executive Committee, Partners) will be held at the Missoula Public Library. Claire explained that no food can be brought in from the outside but providing snacks is quite expensive. Water is complimentary; however, there will be an additional charge of \$300 to provide coffee. The consensus is for Claire to make arrangements for coffee (and tea if possible) and the complimentary water. The members will be apprised that vending machines are available or that they need to bring their own snacks. Configuration of the meeting room was briefly discussed. Kim Crowley said the square table arrangement for the past two meetings was way too impersonal. Ken suggested multiple round tables may be a more conducive setting for good group interaction. Ken advised Claire that with 91 member libraries she should plan for 100 participants. Claire also reported that a block of rooms at the Holiday Inn has been set aside for the MSC at a charge of \$84.00 a night. The Birds of a Feather dinners include: 1) Large Public: Kim needs restaurant suggestions; 2) Small Public: Arrangements will be made at Famous Dave's; 3) Schools: No details are known at this time; and, 4) Academic & Special: Dinner will be held in a private home.

FALL MEETING AGENDA: The draft agenda for the October 3rd Fall meeting was sent electronically. The proposed agenda was reviewed and minor changes were made. Discussion on key items included:

- **MSC Staff & FY2010 Budget Preview:** Ken is still working on the position paper outlining the issues and costs for additional MSC staff. The goal is to present it at the October meeting. Ann Rutherford asked if we would have a chance to see it beforehand.
- **Symphony & Future ILS:** Claire feels it is important to see a demo of Symphony. In-depth discussion regarding a future ILS change is viewed by some as problematic at this time. Roberta and Ann do not want to create anxiety among the membership by letting discussion balloon and get out of hand. Ann said this is particularly important since we are trying to grow the catalog. Some may view the MSC as being unsure of the product resulting in libraries not wanting to join. Ken assured everyone that is not his intent but he feels the long-term future of Sirsi, like all system vendors, is uncertain and wants to pave the way that a change may be needed in a few years. Dawn expressed that as a member she would like to be apprised if there is a problem. Claire stated we should leave it to Ken to be tactful and not panic the membership. Kim stated that workshops pertinent to other vendors are scheduled for MLA and that may heighten awareness too.
- **Repurpose of ILL Reimbursement Funds:** Bob Cooper confirmed that he will be the person from the State Library who will address this topic. The MSC meeting is only one venue in which it will be presented ~ each federation meeting will be another avenue. Bob asked if there was any concern about sharing this topic. Marilyn replied that she thinks there is a lot of misconception about it and sometimes people need to hear things several times before the main points are absorbed.
- **SirsiDynix Super Conference:** Marilyn asked how many will be able to attend this time. Ken confirmed the FY2009 budget allows for four, one from each library type. He said that perhaps Jemma from the MSC staff may attend also. Roberta offered to facilitate the list of those who are interested in attending and her e-mail will be disseminated to the membership.
- **Spring 2009 Meeting:** May 7th & 8th were selected as the dates. Claire said it was her understanding we were going to begin a set rotation so that we aren't starting from scratch every time this comes up. Livingston or Bozeman was suggested for this rotation. It was decided that, since the Fall Workshops are in Livingston this year, to wait and see how the motel and other factors impact the final decision.

To Do: Dawn Kingstad will make the appropriate changes to the agenda and post it to the membership as soon as possible. She will also solicit volunteers via the listserv to take the minutes of the Fall meeting.

NEXT MEETING: The next meeting of the Executive Committee will be in person on Thursday, October 2nd from 1:00 to 3:00 p.m. Sarah McHugh expects to be present at this meeting and counting electronic bibliographic records will be a topic for discussion (refer to Sarah's e-mail message from 9-03-08). Roberta asked if Sirsi has determined the billing structure yet. Ken responded that public libraries will be based on circulation, schools on items, but he has no information regarding academic and special libraries.

To Do: Dawn will add the count of electronic bibliographic records to the Executive Committee meeting agenda for October 2nd.

The meeting adjourned at 2:58 p.m.

Respectfully submitted,

Marilyn

Marilyn Trosper
Executive Committee Vice-Chair